SECRET

ROUTING AND RECORD SHEET

SUBJECT: (Optional)

OS Staff Notes

25X1

FROM:

Chief, Plans Branch/PPS/OS

EXTENSION	NO.
	DATE 14 November 1988

25X1

TO: (Officer designation, room number, and building)	DATE		OFFICER'S INITIALS	COMMENTS (Number each comment to show from whom to whom. Draw a line across column after each comment.)
	RECEIVED	FORWARDED		
1. C/PPS	14 Nov 88		*B*	
2. EO/OS	11/15	11/16	Seen	3a see changes OK
3. Bobbi Jo				
4.				
5.				
6.				
7.				
8.				
9.				
10.				
11.				
12.				
13. Regrade Confidential When Separated from Secret Attachment				

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S E C R E T

16 November 1988

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25X1 _____, AD/S, conducted the staff meeting in
_____ absence.

1. **D/S and DD/PTS Travel**

     D/S and DD/PTS are currently attending the East Asia
25X1 Security Conference_____
25X1 _____

25X1 is scheduled to return on 17 November. _____

25X1 2. **AD/S Travel**_____

25X1 _____ will depart on 13 November to attend the annual
25X1 _____Conferences. During
25X1 his_____ trip,_____will be a guest speaker at the
Office of Personnel Management's (OPM) Federal Investigations
25X1 Conference_____ and will discuss OS's investigative and
automation (Laptop) programs. OPM is very interested in
automating its investigative process and has had some exposure
25X1 to the Laptop computer system. _____

3. **Completion of OS Clerical Conference**

25X1 _____ noted that the second scheduling of the OS
Clerical Conference ended on 9 November. Initial feedback has
been very favorable and indicative that a great deal was gained
from the Conference activities. Special thanks was extended to
25X1 _____ Executive Secretary to the Director of
Security, whose dedication and hard work were instrumental in
25X1 making the 1988 OS Clerical Conference a success. _____

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S E C R E T

4. New Administration Transition

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            announced that all Agency directorates have prepared briefing packages in anticipation of being called upon to brief President Elect George Bush's transition teams. To date, no briefings have been requested. The briefing packages

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address national, internal, and Community issues.

5. Heightened Information Security (INFOSEC) Awareness

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            indicated that considerable attention has been focused on the Agency's INFOSEC Program as the result of the

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recent [   ] virus attack that paralyzed 6,000 computers. OS is responding to the DCI's request concerning the Agency's computer vulnerabilities and the availability of protective

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measures to counter a virus threat.

6. Post-Election Status of Agency Oversight Committees

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            reported that with the exception of one senator losing his bid for re-election, the Intelligence Oversight

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Committees will retain their continuity of membership.

7. Consolidated Fund Campaign (CFC) Update

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8. Donation of Excess Leave

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            indicated that it appears President Reagan will sign a bill permitting U.S. Government employees to donate excess leave to a leave bank rather than to a specific
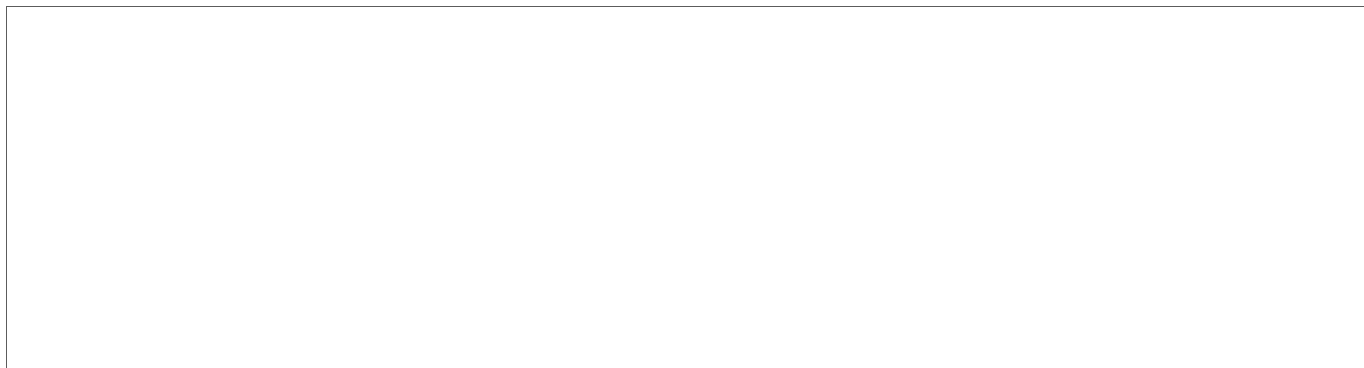
25X1

individual.

9. Request for Blood Donation

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            reported that   longtime OS employee who retired in 1973, is in intensive care at the Fairfax Hospital and is in dire need of blood. Anyone who is

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interested in making a donation to   account can do

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so at Fairfax Hospital.

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11. <u>Upcoming Meeting with Staff of Senate Select Committee on Intelligence (SSCI)</u>

On 21 November, [   ] noted that OS representatives will hold an all-day meeting with SSCI staff members to update the 1986 SSCI report on counterintelligence and security. The areas of interest are:

Personnel Security - RIP programs, expansion of polygraph use, and OS's view of a single-scope background investigation.

Physical/Technical Security - Allocation of resources, countermeasures training, modernization efforts, requirement for additional resources, and shortfalls.

Computer Security - Specific areas of interests were not identified.

25X1   Industrial Security - Reduction of RIP backlog. [   ]

25X1   12. <u>Congressional Request for Additional</u> [   ] <u>Information</u>

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25X1   [   ] noted that as the result of the OS [   ] report, Congressman Henry Hyde, House Permanent Select Committee on Intelligence (HPSCI), has responded with an exhaustive list of
25X1   questions requesting additional information on the [   ] inquiry. The Director of the Office of Congressional Affairs and the General Counsel will meet with the DCI to recommend an
25X1   appropriate response strategy. [   ]

13. <u>Announcement of Birth</u>

25X1   [   ] was pleased to announce that a baby girl was born
25X1   to [   ], HSD/OSDO, on 7 October 1988. [   ]

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S E C R E T

14. OS Offering of Condolences

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offered OS's condolences to the family of Susan C/ISG, whose father-in-law recently passed away.

15. Hospitalization of OS Employee

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It was reported that SAD, has undergone successful back surgery and is home recuperating.

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17. Letters of Appreciation and Commendatory Memoranda

The Office of Security has, since the last staff meeting, received letters of appreciation and commendatory memoranda for the following OS employees who displayed a high degree of professionalism and dedication in support of Agency activities:

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